

**MINUTES OF THE REGULAR MEETING
OF THE WARROAD CITY COUNCIL**

October 28, 2013

CALL TO ORDER:

Councilor Dick Soderberg called the Regular Meeting of the Warroad City Council to order at 5:15p.m.on October 28, 2013. *Those Present:* Councilors Dick Soderberg, Jeff Parker, Michele Vandal and Kevin Thompson.

Absent: Mayor Bob Marvin

Also Present: City Administrator Kathy Lovelace and City Staff Beth Hellquist, City Attorney Steve Anderson, Utility Superintendent Ron Kleinschmidt, Bethany Sundvor- Airport, and Fire Chief Todd Kleinschmidt.

APPROVE AGENDA:

Councilor Parker moved to approve the meeting agenda with the addition of 2e (The November meeting). The motion was seconded by Councilor Vandal and carried unanimously.

FISCAL/ADMINISTRATIVE ISSUES:

Approval of October 15, 2013 Council Minutes

Motion made by Councilor Parker to approve the October 15, 2013 regular Council Minutes as written. The motion was seconded by Councilor Thompson and carried unanimously.

Two Council Members to Review November Bills

Councilor Vandal and Councilor Thompson agreed to review the November bills prior to the November 12th 2013 meeting.

Approval of October Manual Checks and Payroll

Motion made by Councilor Vandal to approve the October 2013 Manual Checks and Payroll in the amount of \$95,294.48(DD E#505368 = \$28,879.63, PR Checks #4921-4925 = \$4,667.95, PR Checks #4926-4928 = \$2,537.99, E#971-974 = \$21,059.61, AP E#970 = \$162.28 and AP #37872-37881 = \$37,987.02) and Voided Checks # 37557, 35324, 34786, 37015 & 4429. Motion seconded by Councilor Parker and carried unanimously.

2013 YTD Revenue/Expense Summary

The Revenue and Expense Summary report through September 2013 was for information only.

UTILITY DEPARTMENT:

No New Business.

AIRPORT:

Minutes of the October 7, 2013 Airport Commission Meeting

Airport Manager Bethany Sundvor gave council a summary of the Airport Commission Meeting Minutes.

No action taken.

FORMALITIES/OTHER BUSINESS:

Web Site Proposal

City Administrator Lovelace presented Council with a cost proposal from GovOffice Web Solutions, for a website service. The cost proposal has three different options. City Administrator Lovelace suggested starting out with option A, which can then be added onto as the need arises.

Motion made by Councilor Vandal to approve the startup cost of \$1,755, for option A, of the GovOffice website proposal. Motion seconded by Councilor Thompson and carried unanimously.

Request for continued snow removal assistance for Young Manor

WHRA Director Glenda Phillipe wrote a letter to council, thanking the City of Warroad for the past snow removal service at the Young Manor. To control operating costs at the WHRA, Glenda requested help again from the City of Warroad with the snow removal this winter.

Motion made by Councilor Parker to continue providing the snow removal at the Young Manor this winter. Motion seconded by Councilor Vandal and carried unanimously.

CLOSED SESSION:

Motion made by Councilor Vandal to close the regular meeting at 5:33 pm per MS 13D.05, Subd. 3 to review an appraisal and develop a potential offer for property located directly west of the Warroad Senior Living Center, and per MS 13D.03 to discuss and review labor negotiation proposals for the police department contract. Motion seconded by Councilor Thompson and carried unanimously.

Motion by Councilor Vandal to end the closed session and reopen the regular meeting of the City Council. Motion seconded by Councilor Thompson and carried unanimously.

Motion by Councilor Vandal to approve the Teamsters Local 320 contract for the police department as presented. Motion seconded by Councilor Parker and carried unanimously.

ADJOURNMENT:

There, being no further business, *Councilor Vandal moved to adjourn the Regular Meeting of the Warroad City Council of October 28, 2013.* The motion was seconded by Councilor Thompson and carried unanimously. The meeting adjourned at 6:53p.m.

Acting Mayor Dick Soderberg

City Administrator Kathy A. Lovelace

Minutes prepared by: Beth Hellquist, city staff